Print on plain white paper (both sides) - Part # 122919

UPHOLSTERY INSTALLATION INSTRUCTIONS

for the Biltmore and Biltmore Classic Chairs

I. INSTALLATION OF CHAIR SEAT UPHOLSTERY

The seat is attached to the two hinges on the main cross member of the seat frame. Use the following instructions:

1. Remove the seat from the upholstery box and be sure to handle the seat with care. Locate the hardware kit. Discard all shipping materials.

2. Raise the chair up to its highest position and recline the chair back to 45 degrees.

3. Insert the four 1/4-20 hex head screws in the bottom of the seat and hand tighten 2 turns.

4. Turn the two hinges up into a vertical position. Lower the seat onto the chair with the seat resting on the hinges (See Figure 1).

5. Rotate the hinges down toward the hex screws while allowing the screws to slide into the slots in the hinges (See Figure 2). Tighten the screws using a screwdriver or 3/8 inch socket.

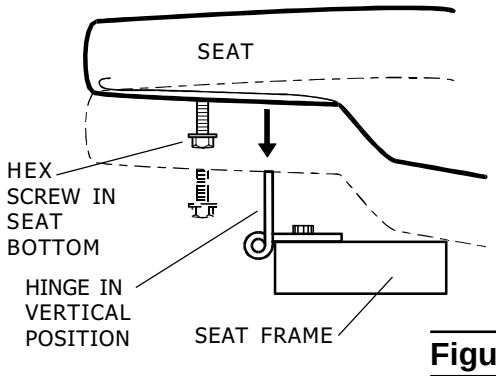

Figure 1

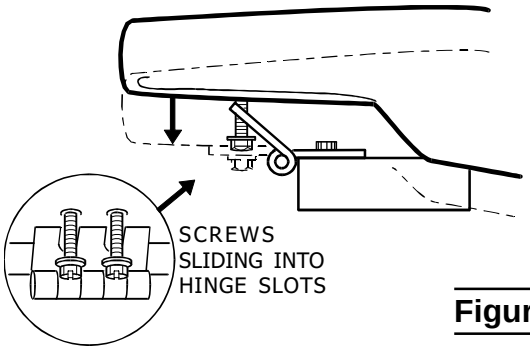

Figure 2

II. INSTALLATION OF CHAIR BACK UPHOLSTERY

The seat back is mounted over the four large head studs in the chair back (see Figure 3). Use the following instructions after first raising the back to a convenient height for installing the cushion.

1. Before installing the chair back cushion, turn the four cushion mounting studs counter clockwise until they are approximately 5/16 to 3/8 inches from the top of the boss (See Figure 3).

2. Position the chair back cushion on the chair back and align the four cushion mounting studs with the holes in the chair back cushion.

3. With the chair back cushion held tight against the chair back, push downward to lock the cushion into place.

4. Secure the velcro strips on the cushion skirt to the velcro strips on the chair back. Smooth the skirt out with your hand to remove any wrinkles.

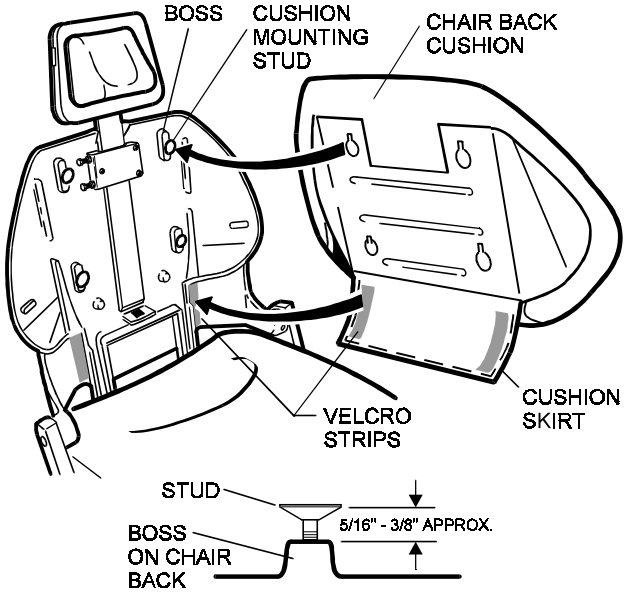

Figure 3

III. INSTALLATION OF ARMREST

The armrests are held in position by a set screw located in the back of the hip post. A pivot mechanism allows the armrest to swing out, while the armrest post remains stationary. Use the following procedure to install the armrests:

1. Unpack the armrests and discard all packing materials. The armrests are secured to the bottom of the small carton (Figure 4).

2. Insert the armrest post in the hip post, making sure that the right and left hand mounting positions are observed (See Figures 5 & 6).

3. Position the armrest parallel to the side of the chair and tighten the set screw (See Figure 5).

NOTE ▶ **NOTE: The set screw must be tighten with considerable force to keep the armrest post from turning. The armrest should pivot only at the pivot mechanism.**

NOTE ▶ **NOTE: We recommend disabling the swing out feature on the side of the chair opposite patient access. To lock the armrest and disable the swing out feature, remove the pivot screw and washer on the underside of the armrest and turn the stop plate 90⁰. Replace the pivot screw and washer and tighten (See Figure 6).**

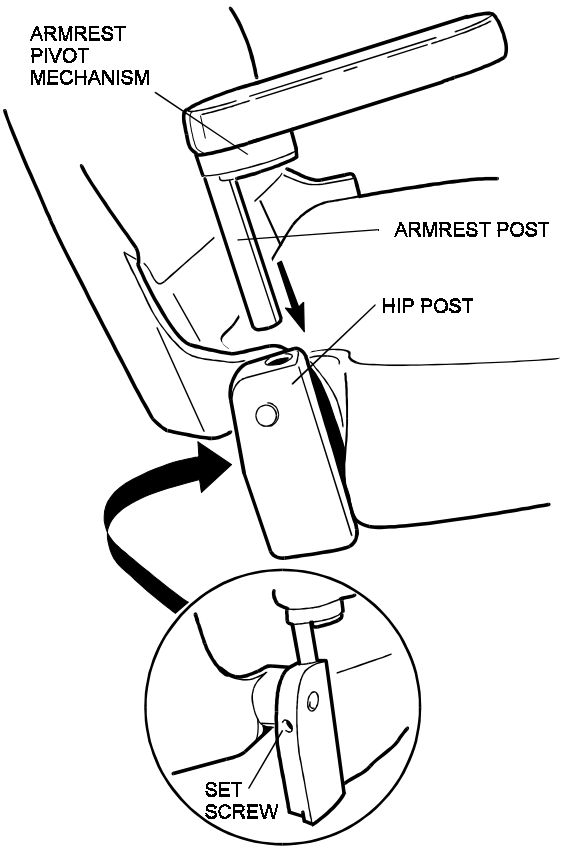

Figure 5

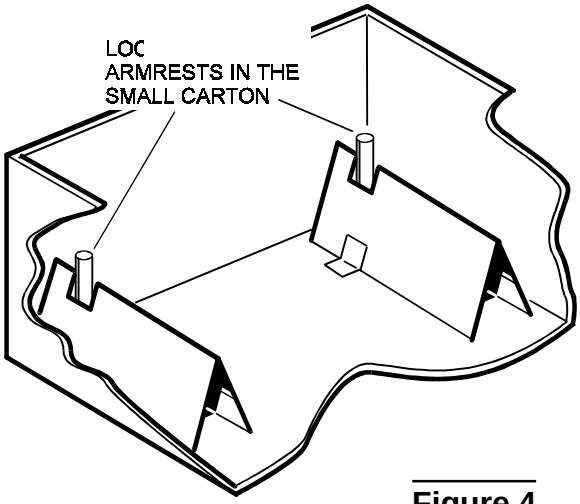

Figure 4

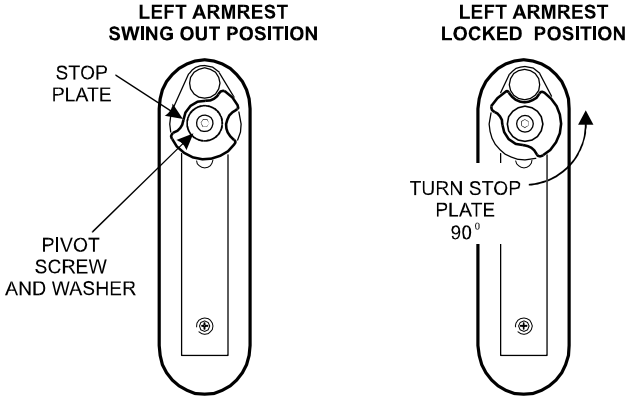

Figure 6

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